

Approved September 22, 2017

**Town Meeting Coordinating Committee
Minutes July 12, 2017, 4:00 – 6:00 pm
Bangs Center, Room 101**

Present: Peggy Roberts, Alan Powell, Barbara Ford, Jacqueline Maidana, Chris Riddle, Patricia Holland, Mary Streeter

Visiting: Paul Bockelman, Town Manager

Peggy Roberts called the meeting to order at 4:10 PM.

1. **Discussion of Town Meeting Work with Town Manager:** Peggy posed the question how can we do better to get ready for Town Meeting. Town Manager Paul Bockelman replied that TMCC did well. He then said that a town employee should be able to help with this work but that the Select Board is concerned about the staff time involved. Chris noted David Ziomek gave useful information on the TMCC bus trip. Mary praised Chris Brestrup's presentation on the work of the Planning Board. Paul noted the main issues for the Fall TM in November will be the Fire Station and Department of Public Works. We discussed possible increases for the TMCC budget. Paul said he would think about financial support but that it was not likely. He went on to say that the Select Board is far behind in posting minutes and has no staff to take minutes, which they need; the Planning Board does have someone who takes minutes. Mary asked that the Select Board modify their comments on TMCC, and Paul replied there is no way to restrict their speech as they are elected officers. We discussed the time needed to prepare for each TM. Paul feels we must move to electronic mailing of the warrant and other information, that packaging up all the documents takes a huge amount of the staff's time. He said paper copies would be available at Town Hall. He also would like to send out "save the dates" postcards to TM members listing all TM-related events.
2. **Planning of Fall Town Meeting Events:** We settled on the following dates for events connected to the Nov. 6th TM: Warrant Review on Tuesday Oct. 24th, bus trip Sunday Oct. 29th, warrant discussions on Oct. 26, Nov. 1, 2, and 4. We discussed moving the North Amherst discussion to a roomier place such as the North Fire Station.
3. **Electronic Contacting:** Not enough time to discuss.
4. **Topics Not Anticipated 48 Hours Before Meeting:** None.
5. **Minutes:** Not enough time to discuss.

The meeting adjourned at 5:55 PM.

Minutes submitted by Patricia Holland, Clerk

Documents Distributed:

Agenda

Draft Minutes for June 21, 2017

Drafts of Updated TMCC Guidelines for Visual Presentations at Town Meeting and related information

Evaluation of the 4/4/17 Warrant Review